

MEMORANDUM FOR: Deputy Director for Administration

Jack, *Jack*

DD/A Registry

416-6305

The attached draft Notice is submitted to you as an IDEA. It has not been seen by or discussed with the Honor and Merit Awards people. It may be outside their area of interest or responsibility. In any case, I wanted to try it on you in concept first. The who and how to make a proper award for the contest, if we all decide to have one, can be worked out some other way if the Honor and Merit Awards people find it too far from their area of responsibility.

How about it?

*JKK*  
John Kerry King  
Fine Arts Commission

Att: a/s

Date 17 December 1976

FORM 5-75 101 USE PREVIOUS EDITIONS

D R A F T: JKKing:tfk(17Dec76)

HEADQUARTERS NOTICE

1. To add color, warmth and visual excitement to the drab Headquarters ground floor tunnel area and to encourage and utilize the creative design talents of Agency employees, the Fine Arts Commission and the Honor and Merit Awards Board are sponsoring jointly a competition for Agency employees to design a large graphic mural to decorate the area.

2. The competition is open to all Agency employees except members of the Fine Arts Commission. Entries should be submitted in full color on prepared scale drawings of the wall to be decorated. Designs will be judged and the winners selected by the Fine Arts Commission with outside assistance of graphic consultants.

3. The mural will be produced under the supervision of the winning designer. Execution of the mural will be by volunteers from Agency graphic shops who will be paid overtime for their work.

4. Those interested in participating in the contest may obtain technical data by calling [REDACTED] (x7609). Completed entries should be submitted to the Chairman of the Fine Arts Commission, 6G00, no later than 1 March 1977.

STATINTL

DD/A Registry

File

*Buildings & Grounds*

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED	CONFIDENTIAL	SECRET	
OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	<i>D/Pers</i>		
2			
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ACTION	DIRECT REPLY	PREPARE REPLY	
APPROVAL	DISPATCH	RECOMMENDATION	
COMMENT	FILE	RETURN	
CONCURRENCE	INFORMATION	SIGNATURE	
Remarks:			
<i>We would appreciate your views re the attached.</i> <i>B.</i>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
<i>Acting EO-DDA</i>			<i>12/22</i>
UNCLASSIFIED	CONFIDENTIAL	SECRET	

FORM NO. 1-67

237

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\*USGPO: 1976 - 202-953

(40)

Attachment: DDA 76-6305, Note from John Kerry King, Fine Arts Commission, to DDA, with attachment of draft notice regarding graphic mural to decorate Hqs ground floor tunnel area.

## Distribution:

Orig RS - D/OP, w/att

① RS - DDA Subject w/att

1 RS - DDA Chrono *w/att*

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A-EO/DDA/ [REDACTED] 1m (23 Dec 76)

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## OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
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<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> PREPARE REPLY
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<input type="checkbox"/> CONCURRENCE	<input type="checkbox"/> INFORMATION	<input type="checkbox"/> SIGNATURE

## Remarks:

I think this is a good idea. Can you take this project over & get the show on the road. Place King & tell him we are going

FROM		DATE
[REDACTED]		7 JAN 1977

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SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
OFFICIAL ROUTING SLIP			
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1	D/Pers	20 DEC 1976	J
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ACTION		DIRECT REPLY	PREPARE REPLY
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
DDA 76-6305			
Remarks:			
<p>We would appreciate your views re the attached.</p> <p>B.</p> <p>I think it's a good idea. It can be handled through the Suggestion Awards Committee and we'd pay \$500. - or whatever</p>			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
Acting EO-DDA			12/22
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